

Work Group: Applications Subcommittee

Date	11/15/2006	Time	1:30 – 3:00 P.M.
Facilitator	Miko Pattie	Scribe	Miko Pattie
Location	#314 - Plaza Tower	Call-In #	

Agency / Attendees / Role

ConnectKY	Heather Gate	Subcommittee Member
CPE	Miko Pattie	Subcommittee Chair
JCPS	Bo Lowrey	Subcommittee Member
KCTCS	Sandy Cook	Subcommittee Member
KCTCS	Alicia Crouch	Subcommittee Member
KSU	Terry Magel	Subcommittee Member
UK	Carol Diedrichs	Subcommittee Member
UK	Rex Stidham	Subcommittee Member
Workforce	Liz Stafford	Subcommittee Member

Agenda/Decisions

Item:	Introduction of New Members	Decision(s)
1	We have 1 new members, Carol Diedrichs, Dean of Libraries, UK.	

tem:	Guidelines for Inclusion of Applications	Decision(s)
2	<p>The group discussed further clarifying the guidelines so that we don't have to revisit the definitions when applying. The consensus is to include definitions and examples in the Guidelines and the Matrix.</p> <p>The group discussed and revised guidelines as follows:</p> <ol style="list-style-type: none"> 1. Meet federal or state mandates 2. Has direct impact on student learning 3. Reduce need for remediation 4. Facilitate student assessment 5. Support student's success in lifelong learning 6. Demonstrate breadth & depth of impact 7. Facilitate equal access 8. Improve effectiveness of educators 9. Improve administrative processes 10. Maximize use of resources 	To be discussed further at our next meeting.
Item:	Testing the Guidelines for Inclusion of Applications	Decision(s)
3	The group decided that we cannot continue with the testing until the guidelines are clarified.	

Item:	Application Matrix	Decision(s)
4	<p>There is discussion as to whether to have a parallel list of currently used and low-hanging fruit applications that are ripe for statewide licenses for upcoming budget requests. There is concern on completeness of the draft application matrix. It is proposed that each member asks his (her) constituents on what applications are needed to be added to this list to ensure the completeness of the matrix. Liz will send a sample question set to the list to start the group discussion. We will finalize the questions at the Nov. 29 meeting.</p>	Questions to be finalized for gathering information on needed applications
Item:	Timeline	Decision(s)
5	Nov. 29 --- Finalize questions on gathering info on applications from learning institutions	
	Dec. 13–Jan. 10 --- Finalize guidelines	

Next Meeting	Agenda Items Suggested and/or Moved Forward
11/29/06	Items: <ol style="list-style-type: none"> 1. Questions to gather information on applications 2. Guiding Principles for Applications To Be Included

KPID = Key Point(s) Influencing Decision (*e.g. timing, funding, access, security issues, MoU or other signatory approval needed, etc.*) will be noted as and if they apply to individual decisions.